

# **2017**

# **Preschool & Youth Camps**

# **Parent Handbook**

**My First Camp**

**Jr. Kidzone Camp**

**Discovery Camp**

**Wyandot Camp**



## **TABLE OF CONTENTS**

- Program Philosophy & Goals...3
- American Camp Association Accreditation...3
- Registration, Camp Descriptions, Locations, & Extended Weeks...4-5
- Camp Fees...5-6
- Payment Schedule...6
- Refunds/Credits/Transfers Policy...6-7
- Wyandot Camp Meal Program...7
- Camp Participant Online Health Care Form....8
- Sign-In/Sign-Out Procedures/Authorized Pick-Ups...8
- Parking during Drop-Off and Pick-Up...8
- Absences/Missing a Day of Camp Due to Illness...8
- Camp Hours...9
- Late Pick-Up Fees...9
- Payment of Late Pick-Up Fees...9
- What to Bring to Camp...9-10
- What NOT to Bring to Camp...10
- Lost and Found Items...10
- Sunscreen Application...11
- Weekly Field Trips...11
- Swimming Trips...11-12
- General Swim Policies...12
- Camp Swim Test Procedures...13
- Parent Access & Participation...13
- Other Specialized Activities...13-14
- Camp Staff Requirements...14
- Camp Staff /Participant Ratios...14
- Emergency Procedures...15
- Inclement Weather...15
- Medical Procedures...15
- Camp Nurse...15-16
- Medication Policy...16
- Control of Communicable Diseases and Pests...17
- Calling Parents for Medical Concerns...17
- Recognition and Prevention of Child Abuse...18
- Behavior Management Philosophy...18-19
- Physical Altercation and Bullying Policy...19
- Camp Participant Code of Conduct...19
- Parent Code of Conduct...20
- Facebook...20
- *Transfer/Credit/Refund Request Form...21*
- Sample Meal Menu...22
- Camp Activity List...23
- Important Parent Dates for Camp...24
- Preschool/Youth Programming Team Contact Information...24

## **PHILOSOPHY AND GOALS**

The City of Dublin, Division of Recreation Services maximizes the lifelong benefits of recreation, learning and the arts by delivering innovative programs, inclusive activities, excellent facilities and services to enhance the quality of life throughout the community.

## **WYANDOT, DISCOVERY CAMP, JR. KIDZONE & MY FIRST CAMPS GOALS**

- Maintain the safety and well-being of camp participants and staff
- Develop campers' independence, self-esteem, and peer relationships
- Teach the importance of a healthy, active lifestyle
- Develop an appreciation of the arts
- Develop an appreciation of the outdoors

## **How Do We Accomplish Our Goals?**

Goals are very important to The City of Dublin Recreation Services and guide everything that we do each day at Wyandot Camp, Discovery Camp, Jr. Kidzone and My First Camp. The policies and procedures that are in place provide for the safety and well-being of each camp participant and staff to make our programs a better place. We institute policies that guide: sunscreen use, medication distribution, emergency procedures, behavior management, and many more. We also want each child to feel safe, comfortable, and happy while in our programs so we follow America's Promise and The Search Institute's 40 Developmental Assets to guide most of our programming. We also staff our programs with qualified and competent counselors so that each child gets the support and guidance that he needs to be successful in our programs. Children learn about healthy lifestyles, the arts, and the outdoors in their camp activities. We work hard to give each child a fun and educational experience!

For more information about America's Promise visit:

[www.americaspromise.org](http://www.americaspromise.org)

## **AMERICAN CAMP ASSOCIATION (ACA)-ACCREDITED CAMP STATUS**

The American Camp Association® (ACA) announced November 1, 2014 that the City of Dublin's Wyandot and Kidzone Camps have received ACA-Accredited® camp status.

ACA Accreditation means that our Wyandot Camp was submitted to a thorough (up to 300 standards) review of its operation by the American Camp Association (ACA) — from staff qualifications and training to emergency management—and complied with the highest standards in the industry.

Discovery Camp and Jr. Kidzone follow the standards set forth by ACA, but are not currently accredited. My First Camp continues to follow ACA standards, but ACA can only accredit school-age day camps according to Ohio state law.



"Parents expect their children to attend accredited schools. They also deserve a camp experience that is reviewed and accredited by an expert, independent organization," said Cindy Moore from the National Standards Commission.

ACA is the only independent accrediting organization reviewing camp operations in the country. Its nationally-recognized standards program focuses primarily on the program quality, health and safety aspects of a camp's operation. ACA collaborates with experts from the American Academy of Pediatrics, the American Red Cross, and other youth-serving agencies to assure that current practices at the camp reflect the most up-to-date, research-based standards in camp operation. For more parent-focused information about accreditation, visit ACA's [www.CampParents.org](http://www.CampParents.org).



## **REGISTRATION**

Registration must be completed prior to your child attending the program. **Registration will not be accepted at the camp sites.** Registration is online only at <http://dublinohiousa.gov/recreation-services/>.

**2017 SUMMER CAMP DATES: Monday, June 5 – Friday, July 28 (No Camp July 4)**

## **CAMP DESCRIPTIONS & LOCATIONS**

**My First Camp:** My First Camp combines learning and fun in a setting that provides a great introduction to summer camp for young children. Activities are designed to increase social development, self-esteem, and independence through games, songs, crafts, nature, and sports. Campers have a variety of structured indoor and outdoor, age-specific activities scheduled each day. NO swimming and NO field trips. A 2017 online health care form is required to participate. Weekly registration is open to City Residents, School-District Residents, and Non-Residents\*. *Not available for Priority Registration.*

Ages: 3-6yrs (children must be potty trained)

Times: 9a-noon

Location: DCRC, Arts & Crafts Room

**Jr. Kidzone Camp:** Jr. Kidzone Camp is our next step climbing the summer camp ladder that provides age-specific activities for continued growth in social development, self-esteem, and independence. This longer day structured camp provides a variety of explorative activities, crafts, games, and swimming (*once a week*) for an amazing camp experience. A 2017 online health care form is required to participate. There is one field trip scheduled at the end of the summer. Registration is one fee for the entire 8 weeks, and open to City Residents, School-District Residents, and Non-Residents\*.

Ages: 5-8yrs

Times: 9a-4p

Location: DCRC, Classrooms A and B

**Discovery Camp:** Don't let your child fall off the academic slide during the summer – join us at Discovery Camp! Our newest addition and the next step in our summer camp offerings is the perfect environment to promote S.T.E.A.M. themed activities through quality instruction, fun games and activities, and continued learning for an *educational* summer camp experience! A 2017 online health care form is required to participate. Registration is available for Priority & Weekly options and is open to City Residents, School-District Residents, and Non-Residents\*.

Ages: 8-12yrs

Times: 8a-5:30p

Location: Ted Kaltenbach Park, 5985 Cara Rd. Dublin, OH 43016

**Wyandot Camp:** The final step in our summer camp ladder is our traditional, full day camp experience that revolves around: creative and performing arts; health, wellness & physical activities; nature/science exploration; and character development. Campers are engaged in a variety of structured indoor and outdoor, age-specific activities each day. Weekly swimming & field trips included. A 2017 online health care form is required to participate. Registration is available for Priority & Weekly options and is open to City Residents, School-District Residents, and Non-Residents\*.

Ages: 6-12yrs (must have completed kindergarten)

Times: 7a-6p

Available Locations: **Glacier Ridge Elementary School:** [7175 Glacier Ridge Blvd., Dublin, OH 43017](#)

**Eli Pinney Elementary School:** [9989 Concord Rd., Dublin, OH 43017](#)

Pre-care takes place from 7:00-9:00am and after-care takes place from 4:00-6:00pm. Structured camp hours are from 9:00am-4:00pm (Pre- and after-care are provided at no additional cost). Please send plenty of food including a packed lunch and snacks (no peanut products) or purchase breakfast and lunch during registration (\$26.55/week).

Children attending the Wyandot Camps must turn six years old during the first week enrolled at camp and may remain at camp until the week he/she turns 13. ***All children must have completed kindergarten before attending Wyandot Camp. There are no exceptions and accommodations cannot be made for age/grade level.***

*\*Open enrollment for Non-Residents is based on availability after Priority & Weekly Registration*

### **EXTENDED CAMP WEEKS 1 & 2**

After the 8 weeks of camp, the school locations are no longer available, so we provide two additional weeks before the kids go back to school. **These weeks are exclusively for camp participants who are enrolled in our Discovery & Wyandot Camps in 2017.** *(Families with children in Jr. Kidzone Camp that are at least 6yrs of age and have completed kindergarten, and are interested in registering for extended weeks during the priority registration period are asked to contact a Preschool/Youth Team Member prior to registration to discuss.)*

Due to the smaller location sizes and keeping with appropriate staff:camper ratios, we are only able to accommodate a specific number of campers during these weeks *(many families take advantage of this time to schedule their summer vacations)*. Campers are engaged in a variety of structured indoor and outdoor, age-specific activities each day. Weekly swimming & field trips included. Registration is available for Priority & Weekly options and is open to City Residents, School-District Residents, and Non-Residents\*.

**Extended Camp Week 1:** Monday, July 31 – Friday, August 4 **(No Camp Aug 4 @ DCRC location)**

Available Locations: Ted Kaltenbach Park, 5985 Cara Road, Dublin, OH 43016  
Dublin Community Recreation Center, 5600 Post Rd., Dublin, OH 43017  
Dublin Presbyterian Church, 5775 Dublinshire Dr., Dublin, OH 43017

**Extended Camp Week 2:** Monday, August 7 – Friday, August 11

Available Locations: Ted Kaltenbach Park, 5985 Cara Road, Dublin, OH 43016  
Dublin Community Recreation Center, 5600 Post Rd., Dublin, OH 43017

### **2017 CAMP FEES**

#### **My First Camp**

##### **WEEKLY REGISTRATION\* FEES:**

City Residents: \$75/week  
School District & Non-Residents: \$85/week

**Jr. Kidzone Camp** ***No weekly registration is available.***

##### **PRIORITY REGISTRATION\* FEES:**

City Residents: \$680/summer  
School District & Non-Residents: \$750/summer

#### **Discovery Camp**

##### **PRIORITY & WEEKLY REGISTRATION\* FEES:**

City Residents: \$200/week  
School District & Non-Residents: \$220/week

### **Wyandot Camp**

#### **PRIORITY REGISTRATION\* FEES:**

City Residents & School District Residents: \$1,280/summer

#### **WEEKLY REGISTRATION\* FEES:**

City Residents & School District Residents: \$160/week

Non-Residents: \$176/week

**CAMP MEAL FEES\*\*** (optional): \$26.55/week

### **Extended Weeks 1 & 2**

#### **WEEKLY REGISTRATION\* FEES:**

City Residents & School District Residents: \$160/week

Non-Residents: \$176/week

*(Registration at the DCRC location Extended Week 1 is pro-rated for four days: \$128/\$141)*

***\*Please see Priority /Weekly Registration Information for complete details.***

***\*\*Please see Parent Handbook for complete details on optional Camp Meals.***

### **PAYMENT SCHEDULE:**

**Discovery Camp, Jr. Kidzone, and My First Camp** require payment in full at the time of registration.

**Wyandot Camp** require 50% payment at the time of registration and the remaining 50% is due prior to 5pm on or before Friday, May 26, 2017. This applies to both priority & weekly registration.

**Wyandot Camp Families** have three options to pay the remaining 50%:

1. Call Sharon Adamek (614-410-4575) on Mondays, Tuesdays, Wednesdays or Fridays before May 26 and pay with a credit card over the phone.
2. Drop off check or cash at the DCRC prior to 5pm on Friday, May 26 during DCRC business hours.
3. Log on to [www.dublinohiousa.gov](http://www.dublinohiousa.gov) and pay in your online account (the same place you register for camp).

**LATE FEES:** Payments made after 5 p.m. on May 26 will be considered late and the parent/guardian will be charged a \$15 late fee. Camp participants will not be accepted into camp until the balance and late fees are paid in full at the Front Desk of the Dublin Community Recreation Center. It is very important that payments are made on time. It is up to you to remember to pay your balance. Delinquent accounts will result in termination of enrollment.

### **2017 WYANDOT, DISCOVERY, JR. KIDZONE – REFUND, CREDIT, AND TRANSFER POLICY:**

By choosing priority registration for the entire 8 week Jr. Kidzone or Wyandot Camp season, you are NOT eligible for any refunds, credits or transfers.

By registering for camp on a week-to-week basis, you are eligible for refunds, credits or transfers - but only as outlined in the Refund/Credit and Transfer Policy.

#### **Beginning at 6am on Monday, April 10 through Friday, April 21 prior to NOON:**

- Families are permitted to cancel up to 2 weeks of camp per child, free of charge.
- If canceling more than 2 weeks per child, a \$25 administrative fee will be charged per child for EACH WEEK of camp that is refunded, credited or transferred.

#### **Beginning at 6am on Monday, April 24 through Friday, May 5 prior to NOON:**

- Families are permitted to request a refund, credit or transfer, a \$25 administrative fee will be charged per child for **EACH WEEK of camp that is refunded, credited or transferred.**

**NO Refunds, Credits and/or Transfers granted *after* NOON on Friday, May 5:**

- This includes the need to miss any portion of camp due to vacations, athletic camps, scheduling conflicts, or any non-emergency situation. DCRC cannot accommodate a refund, credit or transfer request after NOON on May 5, therefore families will lose their camp fees (unless they choose to remain in the program).
- Refunds for hardship situations can be requested in writing to the Director of Recreation Services and must be accompanied by proof. A hardship situation is defined as a job transfer of 25 miles or more away, job loss or camper's serious medical condition.

**\*There will be no exceptions to the Refunds, Credits and Transfers Policy as outlined. Please use the grace periods provided to adjust your *weekly* camp dates based on any vacation plans, athletic camps, etc. that arise after registering for summer camp. Refunds may not be granted for illness or dismissal from the program due to behavior.**

\*My First Camp, Teen Camps, and Specialty Camps follow the standard DCRC Refund Policy as outlined in the Healthy Brochure. A Cancellation Request Form must be submitted to the DCRC Welcome Desk at least seven days before the first day of the camp, for a refund of fees paid less a \$10 administrative fee. Refunds are not made after this time.

**WYANDOT CAMP MEAL PROGRAM**

We will continue our partnership with Dublin City Schools that will provide parents the option to purchase meals for your child(ren) at the Wyandot Camp locations. (This option is NOT AVAILABLE at Discovery Camp, Jr. Kidzone or My First Camp) The program fee includes breakfast and lunch for each day (cannot be purchased separately). The process to purchase the meal program can be found in the details listed below.

- ALL food purchases must be made at the time of registration. Participants will NOT have the option to purchase the meal program at any other time.
- If you purchased the meal program for your child and your child is enrolled in specialized activities or camps such as swim team, sports, tutoring, etc., outside of the Wyandot camp day, we cannot save a lunch for your child to eat at a later time. Your child must be at camp during the scheduled camp lunch time or your child must eat prior to returning to camp due to staff to participant ratio guidelines. We cannot provide individualized care while your child eats.
- Participants must purchase food for the entire week.
- If participants choose to register for the entire 8 week camp enrollment option, you must choose to pack or buy lunch for the entire 8 week camp season (No lunch option provided during extended weeks). The fee for this option is **\$212.40**.
- If participants choose to register for the week-to-week enrollment option, you can pick and choose which weeks you would like to purchase food.
- Wyandot Camp parents will pay **\$26.55/week** for breakfast & lunch (this includes a packed lunch on field trip days).
- Breakfast will be choice of cereal, milk and fruit from the hours of 7:30a-9:00a. Lunch is served from 11am-11:30am (time may change during field trip days).
- Dublin Schools use no pork products, offer a vegetarian option each day, use whole grains as often as possible, use rBST/rGBH free milk and use low-fat dairy products.
- Dublin Schools can provide an ingredient list to camp families with children who have food allergies.
- A meal menu is included at the end of this Parent Handbook and will also be available online at [www.dublin.oh.us/recreation/camps](http://www.dublin.oh.us/recreation/camps).
- The meal program is not available as part of the registration option on/after May 12, 2017.



### **CAMP PARTICIPANT ONLINE HEALTH CARE FORM**

Camp participants who participate in Wyandot, Discovery, Jr. Kidzone or My First Camp, must have a current Health Care Form completed BEFORE they are permitted to attend camp. Health Care Forms must be completed online (<https://dublinohio.campmanagement.com/campers>). An online account will be set up for you in the weeks after you have registered for one of the camps listed above. You will be notified by email regarding the activation of your account and due dates for any online healthcare information.

We do not accept paper copies of health care forms. Health Care Forms do NOT require a doctor's signature and must be updated annually. Campers who are missing a current Health Care Form will not be permitted to stay at camp until the staff has updated information on site. Contact Sharon Adamek at 410-4575 or [sadamek@dublin.oh.us](mailto:sadamek@dublin.oh.us) to check on the status of your health care form. As a note, in the event of our Campsite system becomes non-operational during the camp day, our camps will retain paper copies of camper information on site.

### **SIGN-IN/SIGN-OUT PROCEDURES/AUTHORIZED PICK-UP**

For your child's safety, each child must be signed in at camp each morning and signed out every evening by an authorized adult. Children may not sign themselves into or out of camp. There is NO EXCEPTIONS to this policy. Persons authorized to sign a camp participant in and out of camp must be 18 years of age or older and named as a parent/guardian on the Campsite Health Care Portal or as an authorized pick-up. Camp staff is not permitted to be listed as an authorized pick up or emergency contact for your child (ren).

ALL parents and authorized persons must have their Campsite Attendance Pin (located on Campsite Parent Dashboard under "my account" or "authorized pickups") to sign-in and sign-out a participant from camp—no exceptions. You should also bring a photo identification in the event we are unable to verify your identity using our Campsite attendance system. When picking up or dropping off your children, please adhere to posted speed limit and parking signs at the Dublin Community Recreation Center, Ted Kaltenbach Park, and our school locations.

In the event our Campsite system becomes non-operational during the camp day, please always have your pin available or a photo identification to complete the sign-out process.

### **PARKING DURING DROP-OFF & PICK UP**

For the safety of our camp families, please adhere to posted speed limit and parking signs at the camp site locations upon drop-off and pick-up at camp. All camp families are asked to park in a parking spot out in the lot rather than pulling up at the curb, and in a fire lane. The reason for this is SAFETY. We have many families with small children and are not easily visible when walking to the parking lot – having to walk in between stopped cars causes more opportunities for someone to get hurt. We also see an increase in traffic backup due to the cars at the curb, reducing the space for all patrons to walk and for emergency vehicles (when needed) to pull up. This policy pertains to any camps at the Dublin Recreation Center, Ted Kaltenbach Park, and our school locations.

### **ABSENCES/MISSING A DAY OF CAMP DUE TO ILLNESS:**

Refunds or credits cannot be granted for missing camp due to illness, lice, behavioral concerns, or other unforeseen emergencies or situations. Camp staff will NOT call parents/guardians if a child does not attend camp as registered. Parents may call their child's camp site (phone numbers available when camp starts) and inform them of their child's inability to attend, but it is not required of the parent.



### **CAMP HOURS:**

Our camps follow the strict hours of operation as listed below. Children are not permitted to be dropped off prior to the start time and children must be picked up when the program ends. It is the responsibility of the parent to make every effort to pick up their child/ren before closing time. Facility space may be needed for other activities and our camp staff has other commitments, so we appreciate your support in making sure these times are upheld.

- My First Camp – 9am to noon
- Jr. Kidzone – 9am to 4pm
- Discovery Camp – 8am to 5:30pm
- Wyandot Camps – 7am to 6pm (all campers should be checked in by 9a, start of activities)

### **LATE PICK-UP FEES**

A flat fee of \$10.00 will be assessed to any individual picking up a camper later than five minutes after the program end time. In addition to the flat \$10.00 fee, a fee of \$1.00 per minute will be assessed. For example, a child picked up at 6:15pm at a Wyandot Camp (6pm end time) will be assessed the flat \$10.00 fee plus an additional \$10.00 for the 10 minutes between 6:05pm and 6:15pm (bringing the total to \$20.00).

### **PAYMENT OF LATE PICK-UP FEES**

Payment of all fees in the form of cash or check is expected at the time of drop-off or pick-up. Checks can be made payable to The City of Dublin Recreation Services. Staff will provide a written receipt for all fees paid. Camp participants will not be permitted to attend camp until all fees are paid.

### **WHAT TO BRING TO WYANDOT, DISCOVERY, and JR. KIDZONE CAMPS**

1. **BACKPACK/BAG** — Pack and label one bag for your child with all items labeled (water bottle, lunch, hat, sunscreen, extra socks, sweatshirt, etc). Please ensure all items are clearly marked with your child's first and last name.
2. **LUNCH**— Send PLENTY of food for lunch and snacks. We are actively playing all day and the children get hungry. Pack a healthy, substantial, nut-free lunch with your child that DOES NOT REQUIRE REFRIGERATION. We do not provide refrigerators for camper lunches. (Wyandot Camp parents can also choose to purchase lunch on a weekly basis but ONLY during registration. If you choose to purchase the lunch option, we still encourage you to send snack with your child.)
3. **SUNSCREEN**—Make sure your child has sunscreen already applied before coming to camp. Pack an additional bottle in their bag for application during camp.
4. **CLOSED-TOE ATHLETIC SHOES** — Send your camper in closed-toe shoes appropriate for active outdoor play. Old tennis shoes are best because they are already broken in and will get very dirty. Sandals, flip flops, and Crocs make everyday activities difficult and put your child at a greater risk to trip, fall, or sustain foot and ankle injuries. (Sandals, flip flops, etc are appropriate for pool days BUT please pack them in your child's bag) Please send your child to camp in closed-toe athletic shoes so he/she can fully participate in all scheduled active play.
5. **WATER BOTTLE** — Send a refillable, plastic water bottle with your child. It is important to keep your camper hydrated throughout the entire day. We discourage drinks with high sugar and/or caffeine content as they do not hydrate your child as well as water.
6. **SWIMSUIT/TOWEL** (not applicable for Discovery Camp) — Dress your child in swimsuit underneath clothing on swim dates and pack undergarments for after the pool. There will be time for campers to change before and after the pool, but having them dressed beforehand decreases the amount of time needed for this. You will be provided with your child's scheduled swim days on the first day of camp. *Please check Dublin Pool Rules for acceptable items.*

### **WHAT TO BRING TO MY FIRST CAMP:**

1. **WATER BOTTLE**— Send a refillable plastic water bottle with your camper. It is important to keep them hydrated and water does the best job.
2. **SUNSCREEN**—Make sure your child has sunscreen already applied before coming to camp. Pack an additional bottle in their bag for application during camp.
3. **APPROPRIATE PLAY CLOTHES & SHOES**—We play inside and out so make sure to dress your camper in clothing that is comfortable for summer. Please send them in tennis shoes! Sandals, flip-flops, and Crocs are not permitted and put your camper at a higher risk for accident/injury.
4. **BACKPACK & BAG**—Please put all of your camper's things, plus any extras your child may need, (hat, extra clothes, sweatshirt, etc) in ONE BAG that is clearly marked with your child's first and last name. Accidents can happen so an extra set of clothes is greatly appreciated!
5. **NUT-FREE SNACKS**—We provide a morning snack for all children. If your child has a dietary restriction, please contact us prior to their first day of camp. Families who wish to provide an alternate snack for their child, please make sure it is completely nut free.

### **WHAT NOT TO BRING TO CAMP:**

The following regulations apply to all camp staff, campers, parents, visitors and contracted instructors at Wyandot Camps, Discovery, Jr. Kidzone & My First Camp.

We respectfully request that the following items remain at home:

- Personal Sports Equipment
- Animals
- Hand Held Video Games
- Music Players
- Phones
- Cameras
- Money
- Trading Cards & Collectibles

The City of Dublin and its staff is not responsible for *any* items or money that are lost or damaged at camp. Any items brought to camp are the sole responsibility of the camper, and parents and campers should understand this policy and accept any risk before sending items to camp. If a parent requests their child bring a cellular device for emergency purposes, the cellphone must remain in the child's book bag at all times.

**Alcohol, drugs and weapons** are strictly forbidden at all camps and programs. Should any of these things be found at one of our programs the Dublin Police will be contacted immediately to remove the items and address the person who brought the items to camp.

### **LOST AND FOUND ITEMS**

The DCRC, camp staff and administration cannot be responsible for lost and found items at the end of the camp season. We keep an area designated for lost and found items beside the parent sign-in and sign-out table throughout the entire week at each location. At the end of each week and on the last day of camp, the camp participants are required to look through items and claim any missing personal items. At the end of each week, camp staff are required to bag all lost and found items to donate in order to best prepare the space for the upcoming camp week. ALL unclaimed items will be donated immediately upon the last day of camp. It is impossible for camp staff to transport or store items left behind and we cannot leave items at the camp sites.

## **SUNSCREEN APPLICATION**

Please help or encourage your child to apply sunscreen prior to coming to camp as we go outdoors early in the morning. Camp counselors are required to apply or assist in the application of sunscreen for each camp participant (unless the participant's legal guardian has indicated on the online Health Care Form otherwise) at various increments between the hours of 9am-4pm. Based upon research and recommendations from the American Cancer Society, the camp staff follow strict guidelines as to when children apply sunscreen regularly throughout the day.

## **WEEKLY FIELD TRIPS**

**My First Camp** participants do NOT take field trips.

**Jr. Kidzone** participants will take one scheduled field trip at the end of the summer.

**Discovery Camp** participants do NOT take field trips.

**Wyandot Camp** participants go on scheduled field trips each week. All camp participants and staff are transported to the designated field trip in Dublin City School busses. Children should wear their designated camp T-shirt on each scheduled field trip so we can easily identify each child enrolled in Wyandot Camp. We cannot guarantee a specific shirt size for your child. For more specific field trip information, please read your weekly camp newsletter available each week at the camp site or online at [www.dublin.oh.us/recreation/camps](http://www.dublin.oh.us/recreation/camps). Camp Supervisors may also be able to answer any specific questions you may have about upcoming field trips. Children are NOT permitted to spend or take personal money on field trips. All field trip costs are included within your camp fees. Field trip fees are non-refundable for inclement weather, cancellations, etc. Field trips may be rescheduled if the possibility presents itself.

**Wyandot Glacier Ridge:** participants usually\* take field trips on Wednesdays.

**Wyandot Eli Pinney:** participants usually\* take field trips on Tuesdays.

**Extended Weeks:** participants go on scheduled\* field trips each week.

*\*Please refer to Camp Information Packet 2 for complete field trip days/times.*

### **Selection of Field Trip Locations:**

Camp Wyandot attends various field trip locations each summer camp season. Some of these public facilities may require an additional waiver for participation. Prior to choosing a field trip location, information is gathered about the facility's instructor qualifications, equipment and operating procedures. While off site, camp staff is responsible for the safety and supervision, behavior management, and any health-related matters of each camp participant. If Camp Wyandot ever offers a specialized activity such as adventure/challenge activities, we will use facilities with trained staff and areas that meet nationally recognized guidelines for construction and maintenance.

## **SWIMMING TRIPS**

**My First Camp & Discovery Camp** participants do NOT go swimming.

**Jr. Kidzone** camp participants swim once a week for two hours on Mondays at the DCRC Indoor Pool. We will not swim on the first date of the program.

**Wyandot Camp** participants swim twice a week for two hours on each trip (4 hours/week). Please do NOT send money with your child to the pool. Camp participants and staff swim at the:

- North Pool (5660 Dublinshire Drive, Dublin, OH 43017)
- Dublin Community Recreation Center Indoor Pool (5600 Post Rd, Dublin, OH 43017)

**Wyandot Glacier Ridge:** Tuesdays/Thursdays at the North Pool & DCRC Indoor Pool (one day at each)

**Wyandot Eli Pinney:** Wednesdays/Fridays at the North Pool & DCRC Indoor Pool (one day at each)

## **GENERAL SWIM POLICIES**

- All campers who wish to have access to the deeper portion of either the DCRC Indoor Pool or the outdoor pool (water other than the designated shallow water area, slides, diving boards & lazy river) must pass the camp swim test.
- All campers identified as non-swimmers will receive a purple wristband and all campers identified as swimmers will receive an orange wristband that they will be required to wear during their time in the pool.
- One camp counselor will be available at the pool for any parent, camper or other concerns. This counselor will be sitting near the entrance of both the indoor and outdoor pools and should be the person that all questions are directed to. This counselor will carry a cell phone to use for contacting the camp site, parents, or any other camp business. All remaining counselors will be stationed either in or around the pool (Counselor Pool Expectations are available for details) and their focus will be solely on watching the campers in the pool—please do not direct requests or questions towards these staff members while the campers are in the water.
- Any camper who tries to gain access to any part of the pool that he/she is not permitted to be in will receive an immediate consequence. The consequence is 5 minutes of sitting out of the pool for the first incident and removal from the pool for the remainder of the day for any subsequent incidents.
- Campers must be in swim attire to get into the pool. Campers are not permitted to wear cotton t-shirts over their swim attire. Cotton t-shirts absorb water and are considered a safety risk. Campers may wear close-fitting swim shirts (long or short sleeve) provided they are designed for the water and fit appropriately (close to the body).
- Please have campers dressed in their swimsuit before they arrive at camp. If a camper does not have swim clothes on when they arrive, they will be asked to change in the restroom. Campers may choose to bring a change of clothes when they return from the pool. This policy is in place to help speed-up the process of traveling to the pool.
- Special Needs campers must take the swim test if they wish to have access to the deeper portion of either the indoor or outdoor pool *even if they have a personal aide with them in the pool*.
- Campers are not permitted to wear flotation devices in the water unless they are in arm's length distance of an adult. Camp staff cannot be in arm's length distance of each child as we do not provide individual care, therefore campers may not bring flotation devices to camp.
- Campers will be swim tested on their first swim day at summer camp.

## **CAMP SWIM TEST PROCEDURES**

- Campers will be tested in the deep end of the pool where they cannot touch.
- A lifeguard will be in the pool or on the deck where the camper jumps in to begin the test and will follow the camper the entire length of the pool.
- Campers must place their toes on the edge of the pool and jump in the water facing forward (the camper's head does not have to go completely under the water).
- Campers can use any swim stroke, or combination of strokes, to cross the pool. Campers must be able to swim one length of the pool (25 yards) without touching the lane lines, the bottom, the pool edge, the lifeguard or anything else to pass the test.
- Campers can wear goggles during the swim test.

- Campers can only attempt the swim test once each day.
- Campers can re-take the swim test on subsequent swim days. The camp staff and/or lifeguards reserve the right to deny a swim test re-take for any camper who we have observed and feel is at a significant risk in the water. They also reserve the right to postpone re-tests if there are not adequate staff to perform them or if there is a lack of available pool space to meet test parameters.
- Parents may request that a camper is not swim tested with the understanding that the camper will be identified as a non-swimmer and only allowed access to the designated shallow water area which is separated from the deeper portions of the pool by a rope.
- Campers only need to pass the swim test once (at either the indoor or outdoor pool) to gain access to the entire pool at both the indoor and outdoor pool locations.
- Campers between 42-48" in height who pass the swim test WILL still need to take an additional test to have access to the slides at both the indoor and North pools. This test is separate because it requires campers to be able to swim against a current, and it is consistent with Health Department regulations. Campers only need to pass the slide test once (at either the indoor or North pool) to gain access to the slides at both the indoor and North pool locations.

### **PARENT ACCESS AND PARTICIPATION**

Parents/guardians of children enrolled in Wyandot, Discovery Camp, Jr. Kidzone & My First Camps have unlimited access to our programs during operational hours for the purpose of contacting their child and/or evaluating the premises and/or the care provided. Upon entering the site, parents must sign-in as a visitor and notify the camp staff of his/her presence.

Parents are free to contact the Recreation Supervisor to discuss any concerns or offer suggestions about our programs. Your input is encouraged and greatly appreciated. Parents should thoroughly read and understand the information and terms as outlined on the online Health Care Form.

### **OTHER SPECIALIZED ACTIVITIES**

If your child is enrolled in specialized activities, specialty camps, tutoring, swim team, or other programs that occur during Wyandot, Discovery, Jr. Kidzone or My First Camp operating hours, the parent/guardian or an authorized pick-up person listed on the camper's Health Care Form, must come into camp and sign-out the child. If the camper is returning to camp on this same day when the specialized activity or program is complete, the child must be signed back into camp. Camp staff may not assist in the transportation or logistics of getting a camper to/from any specialized activity, program, or other camp as we have specific staff to participant ratios in place.

If you purchased the lunch program for your child and your child is enrolled in activities outside of the Wyandot camp day, we cannot save a lunch for your child to eat at a later time. Your child must be at camp during the scheduled camp lunch time or your child must eat prior to returning to camp. If a parent requests for someone, such as a tutor or instructor to come on site, it must be in writing and submitted to the Camp Supervisor.

Tutoring cannot occur in programming space reserved for camp activities.

### **CAMP STAFF REQUIREMENTS**

Each staff person is qualified and competent to provide wholesome leadership and direction to each child, according to his/her needs. All camp staff must meet the following minimum requirements to be employed by Dublin Recreation Services:

- At least 18 years of age
- Successful interview (first year only)
- Three positive reference checks—not including family members (first year only)
- Negative drug screen (every year)
- No record in the National Sex Offender Database (every year)
- No criminal record on BCII background check (every year)
- Current CPR/First Aid/AED Certifications for Adults, Children & Infants (every year)

**Staff Vehicles** are not to be used to transport campers. Campers are prohibited from entering a staff member's vehicle for any reason.

### **CAMP STAFF/PARTICIPANT RATIOS**

Staff/camp participant ratios are based on the recommended ratios set by Dublin Recreation Services and the American Camp Association. The ratios must be followed during all programs operated by the City of Dublin summer camps:

- 3-5 year old day camp participants 1:6
- 6-8 year old day camp participants 1:8
- 9-14 year old day camp participants 1:10
- Ages 6 and up for swimming 1:8
- Transporting campers by bus 1:10

There should always be two staff members with a group of camp participants unless they are in an area near other groups and have easy accessibility to get help in the case of an emergency. Camp staff may never be one on one with a camp participant when not in sight of others.

Exceptions are as follows:

- At the pool, counselors are responsible for monitoring the camp participants in their designated area and should request help if their area becomes overcrowded.
- During pre- and after-care hours, counselors are responsible for monitoring the children in their assigned area and should request help if their area becomes overcrowded.
- Groups should always be supervised by a minimum of two staff members when possible.

### **EMERGENCY PROCEDURES**

All Wyandot, Discovery, Jr. Kidzone & My First Camp staff are charged with responding to emergencies.

The general principles that govern all emergency situations apply:

1. Evaluate the situation completely and as quickly as possible (call 911 if appropriate).
2. Do the simplest thing consistent with good care.
3. Take care of the most important conditions first—maintain open airway, control severe bleeding, and prevent shock.
4. Engage campers not involved in the emergency in non-threatening, in low impact activities until the emergency has passed or a debriefing takes place (with assigned mental health care professionals if necessary).
5. If 911 is called the camp staff person who made the call should immediately call the Recreation Supervisor responsible for Wyandot, Discovery, Jr. Kidzone & My First Camps (or continue up the organizational chart) to inform the Division of Recreation Services of the accident/incident. All further communication with parents/media will be handled by the department full-time staff available.

### **INCLEMENT WEATHER**

In the case of severe weather, camp participants will be sheltered inside the facility they are based out of (either a Dublin City School, the DCRC, Kaltenbach, or field trip location). In the event of light rain, campers *may* continue with scheduled activities or similar activities outside. While swimming, pool staff will determine the safety of pool conditions and campers will return to their base site for shelter if necessary.

### **MEDICAL PROCEDURES**

ALL regularly scheduled Wyandot, Discovery, Jr. Kidzone & My First Camp staff must have a valid CPR/First Aid/AED certification for adults, children, and infants to be employed by Dublin Recreation Services. Camp staff is prepared to use basic first aid skills on a daily basis to address common camp injuries such as: scraped knees, insect bites, bee stings, bloody noses, and other small injuries that occur during active outdoor play. For specific Medical Standing Orders please contact the Preschool/Youth Recreation Supervisor.

1. Camp staff is authorized to perform the following: flush minor scrapes and cuts with water, clean minor scrapes and cuts with alcohol swabs, apply band-aids when appropriate, distribute and assist with the application of cold packs when appropriate, distribute medications as indicated on Health Care Forms, provide more advanced first-aid (within the scope of training) as requested by parent/guardian when accompanied by physician's instructions (assist with epi pen, etc).
2. Camp staff is expected to call either a child's parent/guardian or 911, depending on the severity of the injury/illness, for any medical situation that requires treatment other than those listed above.
3. Camp staff is expected to follow best practices to prevent disease transmission (use of gloves, hand washing, etc) at all times when dealing with ANY medical situation.
4. Accident/incident Forms will be completed after any treatment is provided and notes will then be recorded in the ABC log.

### **CAMP NURSE**

Wyandot Camps, Discovery, Jr. Kidzone & My First Camp employs a licensed RN as a camp nurse to enhance the overall health and safety of campers through lice screenings and emergency medical assessment and treatment on field trips. The camp nurse is also available to provide consultation on current health policies and procedures.

The camp nurse **will**:

1. In collaboration with the Ohio Lice Center, examine campers and staff for lice and discreetly communicate any infestations to parents and staff and provide a lice treatment plan to all infested families.
2. Participate in weekly camp field trips every Tuesday and Wednesday, and one Jr. Kidzone field trip for emergency medical assessment and treatment.
3. In conjunction with camp staff and/or administrative staff, communicate emergency medical situations to parents as needed.
4. Provide on call health related consultation on an emergency basis to camp staff and campers (max 4 hours/week).

The camp nurse **will not**:

1. Be at camp on a regular basis
2. Dispense or administer **routine** medications to campers or staff
3. Provide general medical care on a **daily** basis (take temperatures, treat routine head/stomachaches, treat common colds, etc.) for campers or staff.



## **MEDICATION POLICY**

ALL medications (including over-the-counter or nonprescription drugs) taken routinely **MUST BE LISTED ON THE HEALTH CARE FORM AND SUBMITTED TO CAMP STAFF** to be dispensed at any Dublin Recreation Services program. Parents also must check in all medication with the Camp Supervisor at each site. Parent/guardians are requested to bring enough medication to last the entire time at camp. Medications **MUST** be kept in the original packaging/bottle that identifies the prescribing physician (if a prescription drug), the name of the medication, the dosage, and the frequency of use—**Wyandot Camp, Discovery, Jr. Kidzone & My First Camp WILL NOT ACCEPT OR DISPENSE any medications not in the original packaging/bottle.**

Medications that meet the above guidelines will be dispensed in the following way:

- All medications received by Wyandot Camp, Discovery, Jr. Kidzone & My First Camp will be stored in a locked container (refrigeration available upon request) and dispensed according to the Health Care Form and physician's instructions by the Camp Supervisor or the camper's assigned counselor(s).
- The Wyandot Camp, Kidzone or My First Camp staff member dispensing the medication will document the date/time that the medication was given on the Medication Log.
- When at an off-site location, the counselor assigned to a camper who takes medications will carry those medications in a small first-aid kit and dispense those medications appropriately including updating the Medication Log upon returning to camp.
- Parent/guardians may come to camp, sign-out their camper, give any medication they feel is appropriate, and then sign their camper back into the program.
- If a camper brings medication to camp that: is not listed on the Health Care Form, AND/OR does not meet the above guidelines, AND/OR is not submitted to Wyandot Camp, Discovery, Jr. Kidzone or My First Camp staff (child keeps in backpack or lunch bag) that medication will be stored in the locked medication container until a parent/guardian is able to retrieve it and it will **NOT** be dispensed to the camper. In the case that said medication is necessary for the health and well-being of the camper, the parent/guardian will be contacted to come and dispense said medications (see D). At this time the child's Health Care Form must be updated or the camper will not be permitted to remain at Wyandot Camp, Discovery, Jr. Kidzone or My First Camp.

## **CONTROL OF COMMUNICABLE DISEASES AND PESTS**

When a child is ill, appears to be ill, has been diagnosed with a communicable, untreated illness, or has an illness still considered contagious, the camp nurse and/or camp supervision has the authority to exclude or isolate the camper within sight from the group. Campers with the following symptoms must be sent home and remain at home until they are symptom- free for 24 hours without the benefit of over the counter medications. For more severe illnesses, the readmission criteria may be longer and require a physician note to return to camp.

- Fever 100 degrees or higher,
- Vomiting,
- Diarrhea,
- Difficulty breathing
- Severe cough
- Purulent (pus) eye discharge, pain or swelling
- Evidence of lice, scabies or other parasitic infections
- Evidence of a rash, red streaks or discharge from a bug or tick bite
- Skin problems such as rashes, boils, fungal or other infections
- Severe lethargy

Campers with evidence of lice are not permitted to return to camp until they are determined to be free of lice and nits by a reputable lice treatment facility (i.e. the Lice Centers of Ohio) or a pediatrician. A note of clearance is required and treatment of the home environment is recommended.

If the camper has developed a suspected communicable disease or any member of the immediate household has a communicable disease, we ask that the parents or guardians notify camp supervision.

If a family has travelled outside of the United States and has experienced symptoms of illness or communicable disease prior to the beginning of camp, we ask to be notified of the illness.

Communicable disease management at the camps will include hand washing and sanitation procedures as well as a sign posted at the camp site of any identified communicable disease.

For more information on communicable diseases and the guidelines for treatment and exclusion from camps, please see the Ohio Department of Health's Communicable Disease Guidelines.

### **CALLING A PARENT FOR MEDICAL CONCERNS**

Camp staff are expected to call a child's parent/guardian for any medical situation that requires treatment other than basic first-aid (flush minor scrapes and cuts with water, clean minor scrapes and cuts with alcohol swabs, apply band-aids when appropriate, distribute and assist with the application of cold packs when appropriate, distribute medications as indicated on Health Care Form). Parents can decide at this time to both pick up their child and seek medical care of their choice, or ask the camp staff to call 911 for treatment.

Camp staff is required to call a child's parent/guardian any time camp staff call 911 for a camp participant.

Please note that camp staff is expected to call 911 **first** in cases of immediate, traumatic or life-threatening conditions (broken bone that punctures skin, severe bleeding, unconsciousness, etc.)

### **RECOGNITION AND PREVENTION OF CHILD ABUSE**

*Ohio Revised Code 2151.421—Reporting Child Abuse or Neglect*

By state law, all agencies that provide children's programming are required to report questionable bruises or marks that are repetitious and obvious to the staff. Likewise, should a child indicate to a staff member that abuse, either physical or sexual, is happening to them, it is our obligation to report the discussion to Franklin County Children Services. After evaluation by the Recreation Supervisor, Program Administrator or Director a call is made to the Dublin Police who will then investigate and report any claims of abuse.

### **BEHAVIOR MANAGEMENT**

The behavior management policy was established with the knowledge that children need clear limits, set in ways that do not negatively influence their self-esteem. Limits are set to protect each child from hurting himself/herself, others, the equipment or facilities. The camp staff set guidelines and the goal is for each child to become a problem-solver and conflict-resolver. Wyandot, Discovery, Jr. Kidzone & My First Camp staff approach behavior management with a positive message reinforcing acceptable behavior and learning as a natural part of a child's growth and development.

The camp environment is designed to promote success, allowing for much freedom within the limits. Children need to explore the limits of each setting. Just as your children test you, they will probably test the camp staff sometime during the summer to define our personal and camp site limits. When children do test the limits we allow the child several chances to change the behavior.

Camp staff are trained and learning to manage behavior problems through conflict resolution techniques, such as Camp Counselor/Child discussion, redirection, choices, removal from the situation, loss of privileges, and in severe situations, dismissal from camp.

Behavior will be managed according to the following steps.

1. There will be a Camp Counselor/Child conference
  - Verbal
  - Redirect child's actions
  - Offer choices
  - Offer solution
  - Removal from the problem situation

If the behavior is consistent, habitual, or a severe inappropriate action:

2. There will be a Camp Supervisor/Parent Conference
3. There will be a Camp Supervisor/Parent/Recreation Supervisor Conference

A child at the final step may have appropriate consequences established such as a written behavior contract, loss of privileges, suspension or dismissal from camp. Severe behavior problems could result in immediate dismissal from camp. If a child cannot adjust to the camp setting and behave appropriately, the parent or guardian may be asked to find alternate arrangements for care.

In order for camp staff to effectively manage a child's behavior and be proactive about preventing behavior issues and bullying, we want to teach the children to learn to respect themselves and others at camp by implementing the following **Camp Rules**:

- Listen and follow directions given by all camp counselors
- Keep your hands, feet and body to yourself.
- Stay within a counselors eyesight
- Participate, do your best and show a positive attitude
- Work together and be kind
- Make safe choices and HAVE FUN!

Behavior management is the slow process of helping a child see the sense and experience the success of acting a certain way. Behavior management helps children develop self-control and respect for themselves, other people and the community. Managing behavior should never harm, shame or frighten a child. All camp staff are required to treat children with respect and use discipline as a learning opportunity.

### **PHYSICAL ALTERCATION AND ANTI-BULLYING POLICY**

If a child intentionally causes physical harm to another child, camp staff, facility or vehicle he/she may be dismissed from Wyandot Camp, Discovery, Jr. Kidzone or My First Camp for a minimum of the remainder of the camp day. A parent may be called immediately to remove the child from the program. Before the child is readmitted to the program, a meeting between the camp family, Camp Supervisor and Recreation Supervisor may be requested. It is Wyandot Camp, Discovery, Jr. Kidzone & My First Camp policy to remove ALL participants involved in physical altercations regardless of who started the altercation.

If a child is dismissed due to a physical altercation or behavioral issue, refunds, credits and transfers are not provided due to the investment in camp staff and supplies that have already been planned for and purchased.

Bullying is considered a serious infraction and not permitted at camp. Bullying cases will be managed on an individual basis, and a decision about future participation will be determined after a meeting occurs between the camp family, Camp Supervisor and the Recreation Supervisor.

### **CAMP PARTICIPANT CODE OF CONDUCT**

In order for all recreation program participants to have a safe and enjoyable experience, all participants **must** demonstrate good behavior and respect for themselves as well as others. Please review these expectations with your child before his/her first day at camp.

#### **As a Dublin Summer Camp Participant, I agree to abide by the camp rules:**

1. Respect the other campers and never bully another camper.
2. Respect the property of others.
3. Not bring to the camp, nor have in my possession, any object that would be harmful to others.
4. Keep my hands to myself: no pushing, hitting, or inappropriately touching a fellow participant.
5. Respect and follow the instructions of all camp staff and volunteers.
6. Stay with my group or in my designated play area at all times.
7. Play games in a fair manner by demonstrating sportsmanship and encouraging fair play.
8. Be honest with myself and others.
9. Wear closed-toe shoes and proper clothing for scheduled activities.
10. Respect the buildings, parks and equipment. I will take care of the buildings, equipment, and outside areas where we do our activities.

I understand that if I do not follow these rules, my parent/guardian will be notified. Serious behavior problems or repeatedly breaking the rules will result in disciplinary action and may result in expulsion from this program.

Campers are required to agree to this Code of Conduct as listed above.

### **PARENT/GUARDIAN CODE OF CONDUCT**

Parents/guardians and camp participants should thoroughly read and abide by the Parent & Camper Code of Conduct. The Parent/Guardian Code of Conduct establishes clear guidelines for parents/guardians regarding interactions with children (other than their own), other parents and camp staff. The Parent Code of Conduct explains the expectations we have for our parents and we ask that you become familiar with the following guidelines:

1. Parents/guardians\* shall read and be responsible for the contents of the Parent Handbook (located on the City of Dublin's website at <http://dublinohiousa.gov/>) & submit the required online health care form.
2. Parents/guardians\* shall read and be responsible for the contents of the weekly Camp Newsletter that you will receive.
3. Parents/guardians\* shall refrain from touching or physically contacting any child in the camp program other than their own.
4. Parents/guardians\* are not permitted to verbally insult, harass, or interrogate any child, parent or staff in the camp program.
5. Parents/guardians\* should always approach a staff member when they have a concern regarding another camper's behavior and/or interactions at camp.

Failure to abide by any of the guidelines listed above will result in a meeting with the Camp Supervisor and/or Recreation Supervisor and possible removal from the camp program (parent/guardian and/or campers).

### **Parent Guidelines for Special Camp Activities and Trips**

Parents/Guardians are expected to follow the Code of Conduct as outlined above at all times including time spent at ALL camp activities and on field trips.

Listed below are the expectations for parent/guardian behavior during time spent at camp or on a field trip:

- Allow the camp counselor to lead the group
- Allow the camp counselor to manage a child's behavior
- Inform the camp counselor of any concerns you may notice about a camp participant
- Assist the camp counselor in the back of line for "stragglers" or "wanderers"
- Assist the camp counselor by reminding camp participants to apply sunscreen
- Assist the camp counselor by helping keep the camp participants hydrated
- Listen for the camp counselor's directions to camp participants
- Reinforce the camp counselor's directions to camp participants
- Use verbal instruction rather than physical touch
- Stoop down to the camp participant's level

***\*Please note: Parent/guardian is synonymous with any adult (i.e. grandparent, neighbor, sibling) who is authorized to be at a camp program.***

### **CAMP SITE FACEBOOK PAGES**

Any parent/guardian interested in viewing their child's camp Facebook page will need to send a request to be added as a friend prior to each camp season. Each camp site will have its own Facebook page and will contain photos taken during the week and set up into albums you can easily view.

- Only parents with children currently enrolled in a particular camp site will be able to view the content at that camp location.
- Privacy controls will be set so it will not show the list of Facebook friends who are in the group.
- Camp participants are not permitted to be added as a friend.
- No one will be tagged in the photos or add comments to the photos posted.
- Comments on the photos and updates posted will be reviewed by the Preschool/Youth Recreation Coordinator and removed if deemed inappropriate.

**2017 WYANDOT CAMP & KIDZONE  
REFUND/CREDIT/TRANSFER REQUEST FORM**

\*My First Camp, teen camps, and specialty camps follow the standard DCRC Refund Policy.

Child Name(s) \_\_\_\_\_  
Last First

Parent Name \_\_\_\_\_  
Last First

E-Mail Address \_\_\_\_\_

Cell Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Home Phone \_\_\_\_\_

**2017 Wyandot/Kidzone Refund, Credit and Transfer Policy:**

**If you registered during *Priority Registration*** (beginning April 4 at 6am through April 5 at 5pm), you are NOT eligible for any refunds, credits or transfers.

**If you registered during *Week-to-Week Camp Registration*** (beginning April 6 at 6am through April 10 at 5pm), you are eligible for refunds, credits or transfers according to the following schedule ONLY.

**Beginning at 6am on Monday, April 10 through Friday, April 21 prior to NOON:**

- Families are permitted to cancel up to 2 weeks of camp per child, free of charge.
- If canceling more than 2 weeks per child, a \$25 administrative fee will be charged per child for EACH WEEK of camp that is refunded, credited or transferred.

**Beginning at 6am on Monday, April 24 through Friday, May 5 prior to NOON:**

- Families are permitted to request a refund, credit or transfer,
- A \$25 administrative fee will be charged **per child** for **EACH WEEK of camp that is refunded, credited or transferred.**

**NO Refunds, Credits and/or Transfers granted after NOON on Friday, May 5:**

- This includes the need to miss any portion of camp due to vacations, athletic camps, scheduling conflicts, or any non-emergency situation. DCRC cannot accommodate a refund, credit or transfer request after NOON on May 5, therefore families will lose their camp fees (unless they choose to remain in the program).
- Refunds for hardship situations can be requested in writing to the Director of Recreation Services and must be accompanied by proof. A hardship situation is defined as a job transfer of 25 miles or more away, job loss or camper's serious medical condition.

**\*There will be no exceptions to the above Refunds, Credits and Transfers Policy as outlined above. Please use the grace periods provided to adjust your *weekly* camp dates based on any vacation plans, athletic camps, etc. that arise after registering for summer camp. Refunds may not be granted for illness or dismissal from the program due to behavior.**

**\*\*\*Please circle any weeks you would like to cancel\*\*\***

Week 1	Week 1: June 5-9
Week 2	Week 2: June 12-16
Week 3	Week 3: June 19-23
Week 4	Week 4: June 26-30
Week 5	Week 5: July 3-7 No Camp 7/4
Week 6	Week 6: July 10-14
Week 7	Week 7: July 17-21
Week 8	July 31 – August 4 (extended weeks)
Week 9	August 7-11 (extended weeks)

**I agree to the terms stated on this form** \_\_\_\_\_  
Parent Signature Date

**For Office Use:** \_\_\_\_\_  
Front Desk Staff Signature Date

## 2017 SAMPLE Wyandot Camp Lunch Menu



This menu will repeat after 5 weeks.

All meals include milk, Choice of Entrée and servings from our fresh fruit and vegetable bar.

Daily bar offerings include a variety of fruits and vegetables such as:

Apples, Celery, Oranges, Carrots, Watermelon, Tossed Salad, Cucumbers, Corn, and Green Beans

A cold breakfast bar consisting of fruit, cereal, milk, and granola bars is also included.

 <div>SUMMER CAMP MENU</div>				
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Awesome Nachos (Nacho Chips, Taco Meat, Lettuce, Tomato, Cheese, Salsa)	Just for me Pizza	Ball Game Chili Dog	Apple Slices & Celery w/ Carmel Dip Muffin & Cheese Stick	Mac & Cheese
Oven Fried Chicken Bites (Chicken Tenderloins)	Super Stuffed Crust Pizza	Meatball Sub w/ Baked Chips	Nacho Chips w/ Cheese String Cheese & Raisins or Carrots & Celery	Goosey Toasted Cheese w/ Tater Tots
Walking Taco (Taco Shell, Taco Meat, Lettuce, Tomato, Cheese, Salsa)	Pizza Pizzazz	Carnival Corn Dog (Breaded hot dog)	Apple Slices & Celery w/ Carmel Dip Muffin & Cheese Stick	Melty Cheeseburger w/ Spuds
Sticky Toast Sausage Rounds Tater Square	Bosco Sticks w/ Marinara Sauce	Chicken Treats Smashed Spuds (Chicken Nuggets)	Nacho Chips w/ Cheese String Cheese & Raisins or Carrots & Celery	Chicken Sandwich Animal Crackers
Wacky Noodles w/ Meat or Marinara Sauce	Crazy Quesadilla	Melty Cheeseburger w/ Spuds	Apple Slices & Celery w/ Carmel Dip Muffin & Cheese Stick	Goosey Toasted Cheese w/ Tater Tots
<b>ALTERATE LUNCH CHOICES</b>  MON/WED/THURS: SUNBUTTER OR HUMMUS & VEGGIES WITH CORN CHIPS  TUES/FRI: SUNBUTTER OR GARDEN SALAD W/CRACKERS  Fruit & Veggie Bar Offered Daily.  Milk Selections include hormone free 1% White, Skim and Skim Chocolate Milk.			 eat. learn. live. Parents, visit <a href="http://www.choosemyplate.gov">www.choosemyplate.gov</a> for on-line personal wellness resources for you and your family!	

\*Please see Wyandot Camp Meal Program section on page 7 for pricing details.



# Sample Activity List

Dublin summer camps continue to provide daily programming to our more than 700 campers, based on the importance of health and wellness within our community. Camp staff are required to provide daily programming that promotes a foundation for health and wellness through sports and games, arts and crafts, outdoor education/science/nature, camp clubs, and character education. Camp staff encourage children to participate in all camp activities and try to motivate them to participate in active play for at least 60 minutes per day (i.e. sports and games, structured free play, active clubs such as: jump rope, walking, dancing, running, obstacle course, relay races, yoga, nature, healthy eating and snack preparation clubs).

The following list includes common activities that occur at camp throughout the summer. Activities may take place daily, weekly or periodically during the summer. While this is a comprehensive list, some activities may take place that are not listed.

## Active Play:

- 3 legged races
- 4 square
- Basketball
- Dancing
- Dodge ball
- Football
- Hula hooping
- Human hoops
- Jump rope
- Jumping
- Kickball
- Running games
- Running races
- Scooters
- Skipping
- Soccer
- Softball
- Swimming
- Walking

## Arts & Crafts:

- Clay/ceramics
- Cutting with scissors
- Drawing (crayons/markers/colored pencils)
- Fuse beads
- Oil pastels

- Painting (acrylic/watercolor)
- Paper Mache
- Paper making
- Textiles
- Tie-dye
- Use of glitter/sequins/feathers
- Use of glues/adhesives
- Use of various tapes

## Field Trip Activities:

- Athletic games
- Bowling
- Bumper boats
- Go-Karts
- Intellectual games
- Laser tag
- Petting zoos
- Planetarium
- Roller Coasters
- Roller Skating
- Swimming
- Video games
- Walking
- Local attractions

## Miscellaneous:

- Carnival games

- Guest speakers
- Plays/skits
- Potluck lunch
- Reading
- Singing
- Talent show
- Water balloons
- Water play (sprinklers/hoses/baby pools/water guns)

## Outdoor/Science:

- Animal identification
- Basic physics
- Basic survival skills
- Campfire cooking
- Chemical reactions
- Creeking
- Fishing
- Gardening
- Hiking in wooded areas
- Insect identification
- Plant identification
- Rope making
- Scat identification
- Shelter building
- Solar ovens

# SAVE THE DATES:

## Important Parent Dates for Camp

If you have registered your child for Wyandot, Discovery Camp, Jr. Kidzone, or My First Camp, please save the dates for the following camp events.

### **CAMPSITE: Online Healthcare Form Q&A**

**Wednesday, May 3 from 6:30—7:30pm**

**Dublin Community Recreation Center, Talla 1**

Join us to have your questions answered regarding our NEW online healthcare form system: **CAMPSITE**. This night is a question/answer session and we encourage ALL camp families to drop in whether just for 5 minutes to ask a specific question, or spend the entire hour with us listening to group questions regarding the completion of their child's online healthcare form.

### **Meet the Camp Staff Social**

**Tuesday, May 23 from 5:30—7:30pm**

**Dublin Community Recreation Center in Talla 1, 2, and 3**

Join us to kick off the 2017 summer camp season at our Meet the Camp Staff Social! Get to know camp staff and learn about all the fun in store for this upcoming season. Wyandot Camp families also have an opportunity to pick up their child's summer camp T-shirt during the evening. Activity stations available and cookies/punch will be served. We welcome all parents, camp participants, and siblings enrolled in Wyandot Camp, Discovery Camp, Jr. Kidzone or My First Camp! R.S.V.P. is not required.

*\*Please contact us if language interpreter services are required for either information night.*

For more information please contact a member of the Preschool/Youth Team:

#### **Preschool/Youth Program Supervisor:**

Heath Gorden (M-F)—614-410-4552 or [hgorden@dublin.oh.us](mailto:hgorden@dublin.oh.us)

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#### **Program Specialist:**

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